**Terms of Reference**

**Documentary production partner – Supporting the development of a documentary to raise awareness on trafficking in human beings and sexual exploitation in Mongolia.**

The International Organization for Migration (IOM) invites proposals for developing a documentary to raise awareness on trafficking in human beings and sexual exploitation in Mongolia.

1. **Background**

Mongolia is a source and destination country for trans-national trafficking in persons for the purpose of forced labour and sexual exploitation. Patterns of internal trafficking have also been detected, with thousands of women and children estimated to be trafficked every year from rural communities into cities and/or abroad.

Recent data show that in the first eight months of this year, only seven human trafficking cases were detected, marking a decrease of 22.3 percent compared to the same period of the previous year. This drop of cases may be connected to the use of more concealed methods that human traffickers are resorting to exploit and control their victims. Evidence shows that the crime of trafficking in human beings has become more organized and has moved to hidden forms, while the perception of citizens and government officials about the nature of the crime is diverse, and a consequent lack of legal knowledge about the crime has led to delays in detection, suppression, and sentencing.

A key obstacle in preventing human trafficking is lack of awareness about human trafficking and sexual exploitation among young women and about the risks connected to main sources of vulnerability such as unemployment, supporting children, and COVID-19 which has exacerbated financial insecurity. It is not easy to find clear, engaging information about human trafficking and sexual exploitation that also aligns with the aspirations for a better life that many young women have, rather than trying to evoke fear.

IOM is implementing the project ‘Strengthening Mongolia's Efforts to Prevent and Respond to Human Trafficking’ to help the Government of Mongolia (GoM) consistently identify and protect victims through a set of mutually reinforcing activities centred on communication and outreach, migrant empowerment, data collection and information sharing, capacity building trainings for government officials and stakeholders, and victim direct and reintegration assistance. The prevention component of the project includes targeted activities that move beyond awareness-raising to effecting positive behaviour change through understanding the risks of human trafficking associated with migration decisions and improving knowledge of how to practice informed migration.

Within the framework of this project, and in close cooperation with the Prevention Department of the Police of Mongolia, the project intends to produce a documentary to improve young women and their parents’ understanding of human trafficking and sexual exploitation. The documentary should be based on real-life examples of victims of human trafficking and should feature interviews of human trafficking survivors identified in cooperation with the of the Crime Prevention unit of the Police of Mongolia. The documentary is expected to provide a realistic picture of the situation and environment of young women subjected to sexual exploitation while depicting a snapshot of sex workers’ life in Mongolia. The ultimate goal is to inform young women about channels to get reliable information and seek help in case they may become victims, while also raising awareness among the general public regarding the issue to change the prevalent victim-blaming attitude.

Information should be conveyed in a simple, easy-to-understand, friendly and clear way. The importance and value of understanding what human trafficking and sexual exploitation is and how to recognize the signs of an exploitative situation should be discussed in a conversational way.

Young women and their parents who watch this documentary should feel empowered and knowledgeable and not as though they are being talked down to or scared.

Women should be portrayed as having the agency to assess risks, make informed decisions about work opportunities and support other girls and women to do the same. Male characters, particularly fathers, should be included and portrayed as recognizing the importance of understanding what human trafficking and sexual exploitation are and the signs of an exploitative situation.

Parents should feel compelled to speak openly with the daughters and feel a sense of responsibility to share information with them about human trafficking and understand their working conditions and how to seek help if needed.

The documentary may draw inspiration from the MTV EXIT initiative’s ‘Enslaved’ documentary series (link to Enslaved Indonesia: <https://vimeo.com/47370075>), which told true stories of survivors of trafficking and exploitation with a celebrity host tying all the stories together and emphasizing key messages.

1. **Objective of the assignment**

Under the overall supervision of the Chief of Mission (COM), direct supervision of the IOM Project Officer and Crime Prevention unit of the Police of Mongolia and in collaboration with the Ulaanbaatar-based IOM project team, the incumbent will develop content and produce a video documentary (total duration: 20-30 minutes full-length with 10 and 2 minute cutdowns) narrating the story of selected human trafficking survivors. The media production partner will be provided with relevant cases and based on that, will have to elaborate script, narrating text, story board and finally produce the video as outlined in paragraph 3 below.

1. **Scope of the work**

The expected outputs of the assignment are:

* Review the cases provided from IOM and develop a creative treatment for review and approval, including a list of all interviews.
* Develop script and storyboard based on approved concept.
* Produce rough cuts for review and approval.
* Make final edits to video content, based on feedback.
* Deliver all video content files to IOM, including versions of all files with English and Mongolian subtitles.
* National distribution and tracking of video content, including social media platforms and national television broadcasts, with the support of the Prevention Department of the Police of Mongolia.

1. **Deliverables and timelines**

The production partner is expected to commence the assignment immediately after signing the Service Agreement and complete the assignment as per the delivery schedule below:

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| **Deliverable** | **Target due dates** | **Review and approval request** **from IOM** |
| Contract signed | End of October 2020 | Yes |
| Review the cases provided from IOM and develop a creative treatment, including a list of all interviews. | 6 November 2020 | Yes |
| Develop script and storyboard based on approved concept. | 13 November 2020 | Yes |
| Produce rough cuts. | 30 November 2020 | Yes |
| Make final edits to video content, based on feedback. | 11 December 2020 | Yes |
| Deliver all video content files to IOM, including versions of all files with English and Mongolian subtitles. | 20 December 2020 | Yes |
| National distribution and tracking of video content, including social media platforms and national television broadcasts, with the support of the Prevention Department of the Police of Mongolia. | 31 December 2020 | Yes |

1. **Methodology: Institutional and Organizational Arrangements**

The production partner will be expected to follow IOM Mongolia’s guidance to ensure that full adherence with the intended goal of the documentary is achieved during the entire production process. IOM will provide monitoring support for this contract.

1. **Submission of the Proposal**

Proposal submitted should be marked *“Call for Proposals: Documentary Production Partner for Documentary to raise awareness against human traffciking”* and should include the name of the Service Provider/ Consulting Firm. Proposals should be submitted no later than **30 October 2020** at the following address: [**iomubadminhr@iom.int**](mailto:iomubadminhr@iom.int). Proposal must be submitted in English.

**6.1 Proposal outline**

**The application package should include:**

* A brief description of the organization and experience of media production in the social development field, including partnerships with government and non-government organizations
* Legal identify documents of the organization (registration)
* Short description of current and past projects (organizational resume / portfolio)
* Links to at least 3 products relevant to the social and development field designed and produced exclusively by the company.
* Three references from partners or previous clients from social and development fields.
* Narrative proposal for the assigned tasks outlining the company’s approach to implement all the required tasks, including an **initial creative concept**and a tentative detailed work plan.
* CVs of the relevant persons who will be responsible for the assigned tasks.
* Financial proposal for assigned tasks clearly breaking down all the operational and staff costs.

**6.2 Eligibility criteria**

The documentary production partner requirements:

* Have proven experience producing documentary films (minimum 5 years of experience).
* Be legally registered in Mongolia.
* Experience with human trafficking prevention content will be considered a strong asset.

1. **Proposals’ review and final decision**

Proposals will be evaluated by an internal IOM committee and decisions will be made on the basis of the quality and budget of the proposals and the experience and relevance of the experts.

IOM reserves the right to fund any or none of the applications received.